



APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

Merit Contracting, Inc. seeks, in all of its operations, to employ individuals for available positions on the basis of their qualifications, working knowledge, and competency. Merit Contracting has a continuing commitment to ensure that fair and equal employment opportunities are extended to all qualified persons without regard to race, color, religion, sex, national origin, age, disability, or veteran status.

PERSONAL INFORMATION				
NAME (LAST)	(FIRST)	(MIDDLE INITIAL)	Date of Application	
CURRENT STREET ADDRESS	CITY	STATE	ZIP CODE	PHONE NO. () -
Are you legally entitled to work in the U.S? <input type="checkbox"/> Yes <input type="checkbox"/> No	REFERRED BY (if applicable)	E-MAIL ADDRESS		Additional Phone No () -
Do you have a valid Driver's License? <input type="checkbox"/> Yes <input type="checkbox"/> No	Where did you hear about the job opening? <input type="checkbox"/> Indeed <input type="checkbox"/> Craigslist <input type="checkbox"/> MinnesotaWorks <input type="checkbox"/> Walk-In <input type="checkbox"/> Others:			
Have you applied with Merit before? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, complete the following When: _____ Position Applied: _____		Are you employed now? <input type="checkbox"/> Yes <input type="checkbox"/> No	
WORK PREFERENCE				
Type of Position Desired		Salary Desired \$ _____ per	Date Available for Work	
Type of Employment Desired <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary <input type="checkbox"/> Other				
EDUCATION HISTORY				
	NAME AND LOCATION	YEARS ATTENDED	DID YOU GRADUATE	SUBJECTS STUDIED
HIGH SCHOOL				
COLLEGE				
TRADE, BUSINESS, OR CORRESPONDENCE SCHOOL				
GENERAL INFORMATION				
SUBJECTS OF SPECIAL STUDY/RESEARCH WORK				
SPECIAL TRAINING/SKILLS				
U.S. MILITARY OR NAVAL SERVICE			RANK	

EMPLOYMENT HISTORY (Please list your job history for the last four (4) years, starting with the last one. You may attach a resume, but complete this application as well.)				
Present or Most Recent Employer	Type of Business	Dates of Employment From To	Address	
Salary \$ per	Job Title	May we contact this Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Reason for Leaving	
Previous Employer	Type of Business	Dates of Employment From To	Address	
Salary \$ per	Job Title	May we contact this Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Reason for Leaving	
Previous Employer	Type of Business	Dates of Employment From To	Address	
Salary \$ per	Job Title	May we contact this Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Reason for Leaving	
Previous Employer	Type of Business	Dates of Employment From To	Address	
Salary \$ per	Job Title	May we contact this Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Reason for Leaving	
REFERENCES (List at least 3 professional references)				
NAME	CONTACT NUMBER	BUSINESS	RELATIONSHIP	YEARS KNOWN

I certify that the statements I have made are true and correct to the best of my knowledge. I understand that the submission of any false information or the omission of any requested information in connection with my application for employment, whether on this document or not, may be cause for failure to hire or for immediate discharge should I be employed by Merit Contracting, Inc.

I understand that, if hired, my employment would be "at-will" and could be terminated at any time by either party, with or without cause and with or without notice.

I hereby authorize any person, educational institution, or company I have listed as a reference on my employment application to disclose in good faith any information they may have regarding my qualifications and fitness for employment. I will hold Merit Contracting, any former employers, educational institutions, and any other persons giving references free of liability for the exchange of this information and any other reasonable and necessary information incident to the employment process.

I also understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States.

I recognize and acknowledge that Merit Contracting is fully committed to a work place free from illegal drugs and persons who abuse drugs. In this regard, I expressly consent to a pre-employment drug test, the results of which will be considered by the Town in its decision to hire me.

I hereby acknowledge that I have read and understand the above statement.

Signature of Applicant

Date